

Minutes of the
Dodge County Highway Committee Meeting
June 23, 2016

CALL TO ORDER: The meeting of the Dodge County Highway Committee was called to order by the Chairman at 8:30 a.m. on June 23, 2016, in the upper level conference room of the Dodge County Airport.

ROLL CALL: The following members were present – Harold Johnson, William Muche, Jeffrey Caine, Jeff Berres, and Ed Nelson. Commissioner Brian Field and Assistant Commissioner Peter Thompson were also present. County Administrator Jim Mielke, Corporation Counsel John F. Corey, Assistant Corporation Counsel Zev Kianovsky, Shop Superintendent John Haase, Airport Manager Mary Gasper, Town of Burnett Chairman Tim Fletcher, Chet Caine, and Randy Grebel were present for part of the meeting.

APPROVAL OF AGENDA: Motion by Muche and seconded by Nelson to approve the agenda as presented and allow the Chairman to go out of order as needed to efficiently conduct the meeting. Motion carried.

REVIEW MINUTES OF JUNE 2, 2016: Minutes of June 2, 2016, were approved as submitted.

RECOGNIZE RANDY GREBEL FOR HIS SERVICE TO THE HIGHWAY

COMMITTEE: The Committee and staff thanked Randy Grebel for 12 years of service to the Dodge County Board and 8 years of service to the Highway Committee. He was presented a service recognition plaque from the Wisconsin County Highway Association as well. Randy thanked the group for the opportunity and experience.

AIRPORT FIXED BASE OPERATOR REPORT: Mary Gasper reported recent events at the airport have been well attended. Crews are preparing for a busy EAA week July 26 – 31. Flight activity and fuel flowage continue to increase. There has also been significant interest in hangar space leasing.

DISCUSS REQUEST FOR HANGAR TRANSFER ON LOT #2: Motion by Berres and seconded by Muche to approve a lease transfer from Hollis Redecker to Glenn and Kathy Linde for Lot #2. Motion carried.

PUBLIC COMMENTS: There were no public comments.

COMMITTEE REPORTS: Committee members discussed information relating to the recent WCHA summer road school.

Dodge County Highway Committee Minutes for June 23, 2016, cont.

APPROVE PER DIEMS AND EXPENSES: Motion by Caine and seconded by Muche to approve per diems and expenses for the WCHA Summer Conference as follows: Jeff Berres for June 7 and 8, 2016, and Jeffrey Caine, William Muche, and Ed Nelson for June 6, 7, and 8, 2016. Motion carried.

STAFF REPORTS AND DEPARTMENT CONCERNS: Berres requested that department staff inform the Wisconsin Department of Transportation that the residential property at the southwest corner of CTH BI and STH 26 may be available and might be of interest to them for vision triangle purposes.

PROJECT UPDATES: Maintenance crews have been cleaning and lining ditches. WiDOT performance based maintenance projects are in progress and going well.

The Neosho shop replacement project is on schedule and under budget at this point.

CONSIDER INTRADEPARTMENT FUND TRANSFER: Field presented an intradepartment fund transfer document for the Committee's awareness. \$10,000.00 from BU 3281 Capital Asset Acquisition and \$16,809.00 from BU 3313 CTH Road Construction is being transferred to BU 3511 Airport Operations. Chairman Johnson signed the document acknowledging the Committee review.

CONSIDER UNBUDGETED/EXCESS REVENUE APPROPRIATION: Unbudgeted excess revenue of \$43,684.16 was received from WisDOT and applied to BU 3328 State Accident Repairs.

REVIEW EQUIPMENT AUCTION RESULTS: Haase shared the results of two recent auctions used to sell surplus equipment.

PRELIMINARY REVIEW/DISCUSSION OF 2017 EQUIPMENT BUDGET: Haase presented several items of capital equipment that will be requested in the 2017 budget process.

REVIEW SPEED LIMIT IN TOWN OF BURNETT: Chairman Tim Fletcher of the Town of Burnett presented concerns regarding safety for drivers visiting the cemetery on CTH B west of CTH I. He is requesting the speed limit be reviewed and possibly lowered in this area. Department staff will review this request and provide a report to this committee at a future meeting.

DRIVEWAY APPEAL ON CTH P: The Committee considered a highway access appeal for a new field access on CTH P in the Town of Herman. Motion by Nelson and seconded by Berres to approve this request. Motion carried.

Dodge County Highway Committee Minutes for June 23, 2016, cont.

DISCUSS INTERSECTION AT CTH O AND CTH P: Recent crash history and communications regarding safety concerns at the intersection of CTH O and CTH P were reviewed. Field informed the Committee that he has directed his staff to schedule the installation of rumble strips on CTH O for east bound and west bound traffic approaching this intersection. Town officials will be notified prior to the installation.

DISCUSS CTH G CHIP SEAL: The County Administrator and Committee discussed several damage claims regarding windshield damage on CTH G (STH 19 – Reeseville) during or immediately after the chip sealing operations in June. No action was taken.

REVIEW CTH YY LITIGATION: Corporation Counsel John Corey reviewed the current status of the condemnation process on CTH YY and a recent claim made against Dodge County by a property owner. Motion by Nelson and seconded by Caine to authorize Corey to retain Attorney Southwick of Richland Center to advise Dodge County in this matter. Motion carried.

Motion by Caine and seconded by Berres authorizing the Commissioner to serve notice to an adjoining property owner of the County's intentions to remove a fence located in the newly acquired right-of-way to allow the Highway Department to commence with the CTH YY reconstruction project. Motion carried.

SET RIGHT-OF-WAY RESPONSIBILITIES FOR CTH S IN IRON RIDGE: It was determined by consensus of the Committee that Caine and Muche would review and recommend right-of-way offers to purchase for the CTH S (STH 67 – CTH WS) reconstruction project. The balance of the Committee will approve offers.

SET RIGHT-OF-WAY RESPONSIBILITIES FOR CTH T BRIDGE: It was determined by consensus of the Committee that Caine and Muche would review and recommend right-of-way offers to purchase for the CTH T bridge reconstruction project. The balance of the Committee will approve offers.

DISCUSS POSSIBLE PROPERTY ACQUISITION NEAR AIRPORT: Thompson presented information on an agricultural/residential property adjacent to the airport on Sunset Road that is available for purchase. Department staff will arrange to meet with the owner's representatives to review potential purchase options.

DISCUSS THE ENTERPRISE RESOURCE PLAN AND IDENTIFY HIGHWAY COMMITTEE GOALS AND EXPECTATIONS: The Committee considered the ERP project and discussed their expectations of this project. It was the consensus that current, accurate, and complete budget information would be made available to the Committee at any time.

Dodge County Highway Committee Minutes for June 23, 2016, cont.

2016 PAVING PROJECT CANDIDATES: Thompson presented a list of potential future county highway rehabilitating and paving projects.

REVIEW AND CONSIDER REVISED ATV-UTV ORDINANCE AND APPROVE RESOLUTION TO BE PRESENTED TO COUNTY BOARD: Assistant Corporation Counsel Zev Kianovsky presented a draft of a revised county ordinance relating to the permitting of ATV-UTV routes on county trunk highways. This item will be considered at a future Committee meeting.

REVIEW VOUCHER PAYMENTS AND JUNE CREDIT CARD PAYMENT REPORT: Vouchers payment registers and the June credit card payment report were reviewed.

FUTURE AGENDA ITEMS: The following items will be added to an upcoming meeting agenda: ATV-UTV ordinance revisions, Town of Burnett speed limit revision review, CTH YY project update, and update on purchase of land adjoining the airport.

NEXT COMMITTEE MEETING: The next Committee meeting will be at 8:30 a.m. on July 7, 2016, in the Juneau office.

ADJOURNMENT: The meeting adjourned at 11:18 a.m.



Harold J. Johnson – Chairman



Jeffrey Caine – Secretary

Disclaimer: The above minutes may be approved, amended, or corrected at the next Committee meeting.